

SECRET

DD/P 6-3/52

7 - SEP 1966

DD/S 66-4711

MEMORANDUM FOR: The Executive Director/Comptroller

VIA : Deputy Director for Support

SUBJECT : Analyst Positions in Records Integration Division

1. For a number of years the CS and the Office of Personnel have had a difference of opinion as to the grade of the journeyman analysts in both the CE and Analysis units of RID.

2. In brief, the Office of Personnel holds that a GS-07 level is entirely appropriate, i. e., a level directed at high school or junior college graduates; whereas the CS maintains that the effective functioning of that unit requires college level GS-09 journeymen analysts (Note: Fifteen in number--the number is not in question).

3. The Director of Personnel has advised the CS that only two courses of action now are open. These are: (1) clear certain Job Classification personnel from the Civil Service Commission in order that they may conduct a wage survey, or (2) request a Management decision within the Agency as to the grade to be established.

4. The CS strongly recommends that the first course of action not be followed since this would involve extensive briefings on CS activities and further, would in effect be telling the Civil Service Commission that Agency Management was unable to solve internal personnel problems.

5. The CS has been vitally concerned over the past 8 years about the calibre of personnel involved in the CS records system. As we move towards a more completely automated retrieval system, misinterpretations and errors become less susceptible to detection and reparation. Thus the qualifications of our journeymen analysts, who are involved with information selection and interpretation of our data base, become even more critical. The CS feels that these positions should be staffed with college level personnel who are able to exercise a desirable degree of

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Excluded from automatic
downgrading and
declassification

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independent judgment in handling our ever increasing information and are able to educate and guide our area divisions in the CS records system.

6. It is therefore requested that the Deputy Director for Support and/or the Executive Director/Comptroller direct the Office of Personnel to establish these positions at the GS-9 level.



Desmond Fitzgerald
Deputy Director for Plans

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STAT

Mr. -

I'll be out of the office
all day 20 Sept. Perhaps
you could message
Personnel to expedite
this meeting. If you
don't get around to it
I'll handle on Wed.

STAT

MEMORANDUM FOR: Mr. Banner [] via Mr. []

I have discussed the attached memorandum from Mr. FitzGerald to the Executive Director with [] who advises that Mr. Echols is attempting to arrange a meeting with [] and others to discuss further the classification of the analyst positions. [] thinks there may be some misunderstanding regarding the statement in paragraph 3 that there are now only two courses of action, one being to clear certain job classification personnel from the Civil Service Commission in order that they conduct a wage survey. This is, apparently, not what Mr. Echols intended.

I recommend that this memorandum not be forwarded until Mr. Echols has had his meeting with [] You may also wish to consider the appropriate classification of these jobs if there is a misunderstanding between Mr. Echols []

VRT

Since this paper is nearly 2 weeks old the D/P should hasten his meeting. I'll handle if you desire.